

AUGUST 2021  
EBS 349  
SCHOOL MANAGEMENT AND  
ADMINISTRATION  
1 HOUR 30 MINUTES

Candidate's Index Number:

Signature:

UNIVERSITY OF CAPE COAST  
COLLEGE OF EDUCATION STUDIES  
SCHOOL OF EDUCATIONAL DEVELOPMENT AND OUTREACH  
INSTITUTE OF EDUCATION

FOUR-SEMESTER BACHELOR OF EDUCATION PROGRAMME  
THIRD YEAR, END-OF-FIRST SEMESTER EXAMINATION, AUGUST, 2021

AUGUST 11, 2021

SCHOOL MANAGEMENT AND  
ADMINISTRATION

9:30 AM – 11:00 AM

SECTION B

Answer TWO questions from this Section.

1.
  - a. Explain discipline. (5 marks)
  - b. State and explain **five** causes of indiscipline in Ghanaian basic schools. (7½ marks)
  - c. Explain **five** ways by which indiscipline in schools can be minimized. (7½ marks)
2.
  - a. Explain the difference between programmed and non-programmed decisions. (10 marks)
  - b. Explain with examples **four** modes of involving teachers in decision-making. (10 marks)
3.
  - a. Explain school-community relations. (5 marks)
  - b. Examine critically **five** functions of school community relations. (7½ marks)
  - c. State and explain **five** ways by which the school can reach out to the community. (7½ marks)
4.
  - a. Explain at least **four** assumptions of Theory X. (4 marks)
  - b. State and explain **four** implications of Theory X to organizations including the school. (16 marks)